AP 4102 CAREER AND TECHNICAL EDUCATION PROGRAMS

Reference:
Title 5 Sections 55600 et seq.
2 Code of Federal Regulations Part 200 (The Federal Education Department
General Administrative Regulations, 2nd Edition);
34 Code of Federal Regulations Part 600 (US Department of Education
Regulations on the Integrity of Federal Student Financial Aid Programs under Title
IV of the Higher Education Act of 1965, as amended);
ACCJC Accreditation Standard II.A.14

Consistent with federal regulations pertaining to federal financial aid eligibility, the Chief
Instructional Officer will ensure that the District complies with the United States
Department of Education’s disclosure requirements for each of the District’s gainful
employment programs, by disclosing federally-mandated information about the programs
to prospective students. The District shall make the required disclosures available to
prospective students in promotional materials and on its website.

The Chief Instructional Officer at each college shall establish procedures to ensure that
the District meets these reporting requirements whenever the District intends to add a
new gainful employment program.

Provisions for documenting the competence of students completing career and technical
programs are made according to established policy for degrees and certificates.

Advisory committees for career and technical education programs shall be established by
the colleges to assist in maintaining relevant curriculum, technology, equipment, and
course content, and to serve as liaison with potential employers.

Members of advisory committees are appointed in accordance with processes
established by the colleges and should include appropriate program instructors,
employers, and employees in the field for which the program is designed to train students;
former and current students; the Discipline Coordinator or Program Director; and the
Division Dean.

Approved: February 18, 2014
(This is a new procedure recommended by the
Policy and Procedure Service)